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Flagstaff, AZ 86004  
(928) 779- 0771

The PEAK School, Inc.



"Pathways to Educational Acceleration for Kids"

Dear Parents/Guardians:

Re: The PEAK School's Free Onsite Safe/Support Place

Governor Ducey's Executive Order 2020-51 states that each school must provide a Free Onsite Safe/Learning Support place for students while School is not open for In Person/At School instruction due to safety concerns and health department metrics.

The order indicates that some students may need a safe place to go during school hours; this includes children of first responders, children in DCS custody, students with disabilities, and students lacking adequate technology at home to participate in distance learning.

Although providing a Safe/Support place is required to access school funding, we do not feel our small school buildings with limited space for social distancing students is a safe environment for students, their families, and staff. We base this on the recent metrics and guidance provided by the Arizona Department of Health Services and CDC guidelines that provide criteria for opening schools safely in-person.

In-person, teacher-led instruction will NOT be provided, but teacher aides will be present to supervise the students while they individually complete their distance learning assignments. School will look nothing like it previously has. In accordance with the CDC guidelines, each child must have their temperature below 100.4 to be accepted. Children will be distanced and working at a desk cubicle with their Chromebook or work packets. They will be required to wear masks and have permission before leaving their assigned area for any reason. Students whose behavior puts others at risk must be immediately picked up by parents. Students will have minimal contact with other students. Additionally, there will be minimal movement in classrooms and throughout the buildings. Students of all grade levels will be mixed in the PEAK School's Onsite Safe/Support place, and siblings will be kept together.

**Parents/guardians must fill out the weekly PEAK School Onsite Safe/Support Place registration form no later than the Wednesday of the week prior to secure a space for your child. We need these forms within this timeframe to ensure we have the staff and space available to meet safety guidelines recommended by the CDC and ADHS.**

You will need to drop your child off in designated areas at no more than 10 minutes before the start of the school day.

**The Kindergarten through 3<sup>rd</sup> grade school day is the same as last year - Monday, Tuesday, Thursday and Friday from 8:25am until 2:45pm. Wednesdays 8:25am until 1:00.**

**The 4<sup>th</sup> grade through 8<sup>th</sup> grade school day is the same as last year - Monday, Tuesday, Thursday and Friday from 8:10 am until 3:00pm. Wednesdays 8:10am until 12:45.**

Upon arrival students will remain with their parent or guardian until their health screening is completed. Students must be picked up promptly at school dismissal time. Please note there will be no After School or Extended School Program (ESP) available in the morning or afterschool. Students will only be allowed on campus during their regularly scheduled school hours (see above). Parents/guardians who have not picked up students within 15 minutes of school dismissal will be charged a fee of \$20 per child. Following this fee parents will be charged \$10 for each additional 15 minutes of time the child remains at school.

**\*Students arriving more than 10 minutes after the start of their school day will not be admitted to the PEAK School's On-Site Safe/Support place, as we will not have health screeners available at that time.**

By choosing to use the PEAK School's Onsite Safe/Support place families will be expected to:

Keep students' home who have any visible symptoms of illness including, but not limited to:

- fever of 100.4 degrees or higher
- chills
- shortness of breath or difficulty breathing
- muscle aches
- sore throat
- headache
- fatigue
- congestion or runny nose
- cough
- vomiting
- diarrhea
- recent loss of taste or smell
- any type of rash

Additionally,

- Students and parents must arrive on school property wearing a face mask and wear one at all times when on school campuses.
- Parents must supply student with a sealable water bottle with student's name clearly written on it.
- Parents must keep students home when there is a known or suspected case of COVID-19 in the household.
- Parents must support students daily with school attendance. In order to remain enrolled in The PEAK School, students must maintain attendance at 80%. Missing 10 days in a row automatically results in your child being withdrawn from The PEAK School. Teachers will call roll twice a day and attendance will be reported and calculated.

- Parents must be prepared to pick up a student who exhibits visible symptoms of illness including, but not limited to; runny nose, cough, shortness of breath, vomiting, diarrhea, or fever within 30 minutes of being notified by the school.
- Parents must be prepared to pick up a student whose behavior poses a risk to others within 30 minutes of contact.
- Parents must pick-up students promptly at the end of the school day without getting out of their vehicle unless express permission from a site administrator or designee is given.

### **Safety Measures for PEAK School's Onsite Safe/Support place**

The following measures will be put in place as part of the school's general operations when students or staff are on campus for any reason.

#### Social/Physical Distancing:

The following protocols will be used outside of the classroom and in common areas to maintain six (6) feet of distance between individuals when possible.

- Parents/families are required to drop-off/pick-up students without getting out of their vehicle unless express permission from a site administrator or designee.
- Staggered times for drop-off/pick-up may be implemented.
- In class furniture will be spaced apart with desks facing the same direction.
- All student desks will have plexiglass shields on them.
- To the extent possible, students will remain with the same student groups (cohort) throughout the day.
- A limited number of students will attend recess during the same time by scheduling assigned areas.
- Each student group will have an assigned bathroom with only one student using it at a time.
- Physical guides, such as tape or cones on floors or sidewalks and signs on walls, will be utilized to remind individuals to follow the recommended social/physical distancing practices at the school.

#### Hand Washing:

Procedures implemented upon arrival and throughout the day will require all students and staff to wash their hands with soap and water for at least 20 seconds at the times listed below. Hand sanitizer, with at least 60% alcohol, will also be available.

- Upon arrival at school (use hand sanitizer if there is no sink in the classroom).
- After being outside for physical activity.
- After using the restroom.
- Before and after lunch.
- Prior to leaving school for home.
- After sneezing, coughing, or blowing nose.

#### Face Coverings:

- All students, staff and parents will be required to wear a face mask at all times when on campus. (If a medical reason exists prohibiting a student from wearing a face mask, a doctor certification is required).

- Students may not be required to wear face mask during physical activity if social/physical distancing can be maintained. They may voluntarily wear face masks during that time.
- Students will keep their mask in a paper bag labeled with their name while they eat lunch or participate in physical activity when social/physical distancing can be maintained.

#### Cleaning Protocols:

The PEAK School will arrange for daily cleaning and disinfecting of all frequently touched surfaces in work areas, such as door handles, sink handles, desks, and learning tools and assign schedules to staff for increased cleaning of surfaces and bathrooms throughout the day.

- Staff (and students) may be expected to clean and disinfect workspaces and materials when the need arises.
- Staff will be notified about items they cannot have in their classrooms or offices.
- Site administrators will be responsible for checking classrooms or offices to make sure staff is following guidelines for workplace approved items.
- Cleaning product ingredients used in the building will be made available for parents and staff upon request.

#### Air Quality:

The PEAK School will use UV lights, and air cleaning devices to clean air as it is circulated in the buildings.

#### Visitors:

Only approved visitors with an appointment will be allowed in school buildings. Visitors will have their temperature checked prior to being admitted and will be required to wear a face mask.

#### Student Materials:

Students will **bring** their own instructional materials to limit students sharing items when feasible (i.e, pencils, crayons, markers, books, technology, tissues). If a school supply or piece of equipment must be shared by students (for instance, a pencil sharpener) staff or students will wipe down the item with disinfectant after each use.

Students must bring their fully charged Chromebook with them to the PEAK School's on-site Safe/Support place each day. Students without devices will be sent home.

**The PEAK School is in existence to provide our families with educational choice and something different from the District and other charter schools. If we should become overrun with students that we cannot safely distance, we may be forced to close our doors. Please help us by bringing your child only if absolutely necessary (e.g. essential workers, need for internet or in a family emergency).**

**Again Parents/guardians must fill out the PEAK School's Onsite Safe/Support place registration form by the Wednesday the week prior to secure a space for your child. We need this time frame to ensure we have the staff and space available to meet safety guidelines recommended by the CDC and ADHS. No exceptions will be made.**

We apologize for the inconvenience this may cause.